

☐ UNCLASSIFIED☐ INTERNAL
USE ONLY☐ CONFIDENTIAL☐ SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Howard J. Osborn
Director of Security
4E-60 Hqs.

ROUTING

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. ADD/S

2.

3.

4.

5. D/Security
4E-60 Hqs.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

FYI. The disabling injury frequency rate is the number of disabling injuries per one million man hours worked during the reporting period. This is in accordance with the U. S. A. Standard Method of Recording and Measuring Work Injury Experience. Our annual rate was 3.5 for calendar year 1967.

Handwritten:

"1-5 Mr. Osborn -

To save time, paper, records, etc., I suggest future report letters come up under routing sheet only. No need for your separate memo.

/s/Coffey"

FORM
2-68

610

USE PREVIOUS
EDITION☐ SECRET☐ CONFIDENTIAL☐ INTERNAL
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